



MEETING SUMMARY

May 20, 2011

A regular *public meeting* of the New Jersey State Interagency Coordinating Council was held on Friday, May 20, 2011, at Children's Specialized Hospital in New Brunswick, New Jersey. The meeting was called to order at 11:00 a.m. by Warren Moore, Acting Chair, who presided. It was the first meeting for the public to participate via *Teleconference* at two other Children's Specialized Hospital locations in New Jersey: Hamilton and Mountainside.

ATTENDANCE – *Attached*

WELCOME/ACTING CHAIR REPORT – Warren Moore

1. Mr. Moore *welcomed all attendees*, including those at the off-premise sites. At his request, SICC members and 14 public members introduced themselves and identified their connection with early intervention.
3. Michele Christopoulos, SICC liaison with the *Governor's Appointments' Office*, reported that no progress has been made with obtaining Governor appointments. She continues weekly dialogue with the Appointments' Office, and remains hopeful that confirmations will be made by the July 22nd SICC retreat.

APPROVAL OF MINUTES

Minutes of the *March 25, 2011 meeting* were unanimously approved as distributed – upon motion by Celine Fortin, seconded by Kimberley Peto and carried.

NEW JERSEY DEPARTMENT OF HEALTH AND SENIOR SERVICES

Terry Harrison, Part C Coordinator

In the absence of Assistant Commissioner Gloria Rodriguez, who is on medical leave, Ms. Harrison reported for the Lead Agency. Nashon Hornsby will be the Acting Assistant Commissioner while Ms. Rodriguez is on leave.

1. The following re *staff changes* in the NJDHSS:
 - Mary E. O'Dowd, M.P.H., Acting Commissioner and Governor nominee
 - Ruth Carboneau, Chief of Staff
 - Christina G. Tan, M.D., M.P.H., State Epidemiologist
2. Acting Commissioner O'Dowd has sent letters to the Commissioners of Human Services, Education, and Children and Family Services, urging that they *nominate individuals from their respective departments to fill SICC vacancies*.
3. There was only one public comment regarding the *Part C Application FFY 2011*. There are no changes made to the application as a result of the comments. However, the *Federal Budget* has been adjusted to reflect an approximate \$108,000 decrease in funding that resulted from the approved FFY 2011 budget.
4. *Federal Part C regulations* were sent to the Office of Management and Budget, and are expected to be released for the August 2011 OSEP Mega Conference.
5. The State will be moving to implement an annual *Battelle Developmental Inventory 2 evaluation* prior to an annual IFSP meeting during SFY 2012. Burlington County has been selected to pilot the annual BDI beginning June 1st. The Lead Agency development of policy and procedures is pending the outcome of the pilot.
6. The Lead Agency reviewed and emailed NJEIS-15, *Fraud, Waste and Abuse* policies and procedures (attached to file copy), with a reminder that every agency under an NJEIS contract/letter of agreement with DHSS must have an "Agency Fraud, Waste and Abuse policy and procedure that has been submitted and accepted by DHSS/NJEIS." The next review of NJEIS is scheduled for April 2013, unless Federal or State changes necessitate an earlier review.
7. Distributed/discussed were *Family Cost Participation Reports* (attached to file copy) : (a) by statement date, (b) suspensions by month delinquent letter generated, (c) by month child exited EI, (d) by month child exited EI with FPI.
8. *Medicaid collections* for SFY 2011 have exceeded a \$22 million projection, and are expected to be \$26-\$27 million. The economy probably accounted for more families moving into Medicaid.
9. The *2011 OSEP Leadership Mega Conference* will be held August 1-3 at the Hyatt Regency Crystal City in Arlington, Virginia. Regulations are likely to be a main topic throughout the three-day sessions. The relevant meeting of ICCs will be on Sunday, July 31st.
10. OSEP provided new guidance on the selection of a results topic that will be a component of the on-site visit. As a result, the Lead Agency proposed *changing the initial selection of Indicator #5 to Indicator #3A*. The primary reasons were related to guidance that an essential characteristic of the results topic is that progress should be feasible and contribute directly to measurable improvement in outcomes for children and families. The SICC agreed with the Lead Agency's plans to change the results topic to Indicator 3A, which addresses social emotional

child outcomes. This indicator was raised as a concern by the Part C Steering Committee during the preparation of the FFY 2009 Annual Performance Report.

11. *Laptop computers* have been provided to Targeted Evaluation Teams to replace Palm Pilots and will be provided to Service Coordinators by July 1, 2011. The laptops have encryption and anti-virus protection that meets the requirements of the new NJEIS-17 Computers and Electronic Records Policy and Procedure distributed recently. NJEIS-17 applies to all computers used to conduct NJEIS business, not just the computers purchased and provided by the Lead Agency.

Alvina Seto, *Procedural Safeguards Coordinator*, distributed/commented on several aspects of the activity report since the Council's last meeting (attached to file copy). Of special significance and increasing challenge are fraud, waste and abuse allegations. Ms. Seto confirmed that allegations and confirmed cases of fraud are routinely reported to the appropriate regulation boards and civil authorities.

UPDATE FROM COMMITTEE/WORK GROUPS

1. Administrative Committee – Warren Moore, Chair

The committee presented two recommendations that were unanimously approved by the Council:

A. ***SICC budget FY 2012*** – upon motion by Joseph Holahan, seconded by Kimberley Peto (attached to file copy).

B. ***SICC Voting Quorum Policy and Procedure*** – upon motion by Carola d'Emery, seconded by Connie Gordon (*attached*).

2. Outgoing Communication Work Group – Celine Fortin, Vice Chair

In the absence of Annette Ristoro, Ms. Fortin chaired the work group, which met this morning and took actions indicated on the *attached* report.

3. Incoming Communication Work Group – Barbara Tkach

In the absence of Joyce Salzberg, Ms. Tkach chaired the work group, which met this morning and took actions indicated on the *attached* report.

REIC UPDATE – Patti Ciccone and Jennifer Buzby

Mr. Moore read the formal Joint Resolution from the New Jersey Legislature in recognition of *Early Intervention Week (May 15-21)*. REICs adopted "literacy" as their focus, and outlined several activities taking place in support of this theme. Distributed was a flyer listing the various activities in each region (attached to file copy). The REICs will have a more detailed report at the next meeting.

The REIC Directors created a flyer promoting the “*Expanded Opportunity to Participate in SICCC Public Meetings Via Teleconference*” (attached to file copy).

OLD BUSINESS

SICC Retreat – The Council unanimously agreed to hold an *informal working session* for its retreat:

- At Children’s Specialized Hospital, New Brunswick
- Friday, July 22nd, 10:00 a.m. to 3:00 p.m.
- Attendees: SICCC members, parent nominees, REIC Directors, Terry Harrison
- Ideas for agenda items to Terrie Goeke
- Bring handbooks

NEW BUSINESS

2011 OSEP Leadership Conference – In years past, the Council has supported attendance of the SICCC Chair and Vice Chair. Acting Chair Moore has a schedule conflict that will prevent his attending. The SICCC is currently under budget, so the Council supported Mr. Moore’s proposal to *expand the support of three persons* to this conference, with special preference to parents. Everyone, including members not present today, will be informed of the Council’s decision by email. Whoever attends will be expected to participate in the ICCs session on Sunday, July 31st. Mr. Moore will make final selection of attendees.

PUBLIC COMMENT

Catherine Colucis of UMDNJ OTA Program ... Emphasized the importance of reporting to licensing boards those providers who give evidence of fraud.

ADJOURNMENT – 12:40 p.m.

Upon motion by Dr. Holahan, seconded by Ms. d’Emery and unanimously carried.

APPROVED

9.23.11

NOTE: Members were invited to remain and view a one-hour Webinar presentation from OSEP staff on the new direction of the Continuous Improvement and Focused Monitoring System (CIFMS)—attached to file copy.